

**Ordinance to promote Open Government by requiring that all Boards, Commissions and Authorities established in whole or in part by Shelby County Government use the Sire Document Management System with the result that all agendas, resolutions, minutes and other records of meetings be available to the citizens of Shelby County in real time on the internet. This Ordinance does not require any expenditure of funds in excess of those funds previously required to purchase the system for use by the County Commission. Sponsored by Chairman David Lillard.**

Whereas, the Shelby County Board of Commissioners has previously purchased the Sire Document Management System in which all documents filed with the County Commission for its consideration, as well as all agendas, minutes and all related documents are maintained in an electronic system; and

Whereas, the required use of the Sire Document Management System shall be applicable to all Boards, Commissions, and Authorities established in whole or in part by Shelby County Government, unless such requirement is specifically prohibited by, or contrary to, state statute or the legal authority which established these Boards, Commissions, and Authorities.

Whereas, these documents are available to the citizens of Shelby County in real time on the internet through the Shelby County Government Website at [www.shelbycountyttn.gov](http://www.shelbycountyttn.gov); and

Whereas, previously documents were not available on a real time basis, and the delayed access of the public to these documents therefore impeded the ability of the public to learn of matters pending before the County Commission in time to express their opinions on those pending items to their duly elected representatives; and

Whereas, the documents of many of the Boards, Commissions and Authorities established in whole or in part by Shelby County Government are not available except in paper form and then only by a specific request made to that entity after the item has previously been acted upon; and

Whereas, having these documents and items of Boards, Commissions and Authorities available in electronic form in real time on the internet will greatly enhance the ability of citizens to effectively participate in the proceedings of these entities and to express their opinions on all such items.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF SHELBY COUNTY, TENNESSEE THAT:

Section 1. Effective upon completion of training in the use of the Sire Document Management System by appropriate personnel of each Board, Commission and Authority (hereinafter an "Entity") established in whole or in part by Shelby County Government, such Entity shall immediately begin use of the Sire Document Management System, with the result that all resolutions, documents, motions or other items including all supporting information filed with, or created by, such Entity to be placed on any agenda or considered or discussed in any manner at any meeting which is subject to the Open Meetings Act, together with all agendas, minutes, transcripts and other similar items filed with or created by such Entity shall be available in electronic form in Real Time (as hereinafter defined) on the internet through the Website of Shelby County Government.

Section 2. For the purposes of this Ordinance, the term "Real Time" means that any such document shall be entered in the Sire Document Management System and made available on the website of Shelby County Government by such Entity upon the earlier to occur of: (i) the date such document was filed with or delivered to the entity; or (ii) the date that the entity, or anyone acting on behalf of the entity, created the document.

Section 3. The documents required to be made available on the website of Shelby County Government shall be available to the public on such website for a period of at least ten (10) years from the date of first posting.

Section 4. The County Commission requests that the Information Technology Department of Shelby County Government assist the County Commission staff in the implementation of this Ordinance.

BE IT FURTHER ORDAINED, that this Ordinance shall apply to all Boards, Commissions, and Authorities established in whole or in part by Shelby County Government, unless such requirement is prohibited by, or contrary to, state statute or the legal authority which established these Boards, Commissions, and Authorities.

BE IT FURTHER ORDAINED, that this Ordinance shall take effect fifteen (15) days after its passage pursuant to the Shelby County Charter, Article II, Section 2.06C(4) and shall become effective as otherwise provided by law.